



Request for Proposal for:

**Union Street RR Bridge
Rails-to-Trails Conversion Project**

Project No. 10225

**Department of Environmental Services
Bureau of Architecture and Engineering Services**

City of Rochester, New York

**James R. McIntosh, P.E.
City Engineer**

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1.0 GENERAL INFORMATION

Project Title & Location

Union Street RR Bridge “Rails-to-Trails” Conversion Project.

The project is located in Rochester, New York. The abandoned Union Street Railroad Bridge spans North Union Street immediately adjacent to the City of Rochester’s Public Market. The bridge is located in a neighborhood district known as the Marketview Heights.

The City of Rochester has recently purchased the northern bridge (siding to the Scio Street Yards) and desires to convert this crossing into a functioning public pedestrian way and tram path.

Proposal Schedule and Delivery Information

Submit the bound original and four (4) bound copies of the proposal by:

5:00 p.m. on Tuesday, November 23, 2010 to the following location:

Thomas Hack, P.E., Senior Structural Engineer
Bureau of Architectural & Engineering Services
City Hall, Room 300 B
30 Church Street
Rochester, N.Y. 14614

Contact Information

Thomas Hack, P.E., Senior Structural Engineer
Bureau of Architectural & Engineering Services
City Hall, Room 300 B
30 Church Street
Rochester, N.Y. 14614
(585) 428-6852
Hackt@cityofrochester.gov

For an electronic version of this proposal please go to the following web site:

<http://www.cityofrochester.gov/bidandrfp.aspx>

2.0 PEDESTRIAN BRIDGE OVERVIEW

Project Objective

The Consultant shall provide design and engineering services for the conversion of the abandoned, City-owned Union Street Railroad Underpass Bridge into a multi-use, single lane pedestrian-vehicular bridge. The project includes approximately 1200 feet of a multi-use public pedestrian way connecting Rochester's Public Market to the City's Trinidad Street Parking Lot and further west to Scio Street.

The intent of the project is to improve the abandoned track bed for a multi-purpose pedestrian way connection. The primary objective of the project is to rehabilitate the bridge crossing in an effort to allow the "*Friends of the Public Market*" vehicular tram to cross over the bridge in lieu of using the existing street crossings at the intersection of North Union and Trinidad Street. This project intends to use the bridge for as a dual use facility (Pedestrian and Tram), however site constraints and budget may alter this goal. Secondary objectives of the project are to improve pedestrian connections to the Public Market from Scio Street, Trinidad Street and Hebard Street, and enhance the overall aesthetics of the Public Market and surrounding neighborhood.

The Union Street RR Bridge "Rails-to-Trails" Conversion Project is intended to contribute to the overall and ongoing strategy for revitalization of the Public Market. The improvements proposed for the bridge and corresponding pathway shall compliment the surrounding neighborhood and reflect the styles, colors, materials and design of recent City investment in this district.

The preparation of final construction documents will be undertaken through consultant engineering and architectural services with experience in bridge conversions, re-adaptive use, site plan, trail planning and design. The Consultant shall have familiarity with the Public Market and the surrounding neighborhoods. The project includes design, bid and award phases, construction, and construction inspection services. A 2009 feasibility study was prepared under a previous contract and conceptual design for this project shall be partially based on these schematic plans. Construction and installation of all improvements will be undertaken through contractor services procured by the City.

The improvements may include, but not be limited, to the following: Partial repairs to the bridge deck and substructure units; Railing upgrades; new fencing; site grading, curb and pavement modifications in and around the Public Market; improved pedestrian connections to Scio Street and linkage to the surrounding parking lots and sidewalk network; asphalt paving; signage; security gates; drainage improvements; landscaping and buffering from CSX RR track operations. The project may also include new pedestrian gateways at both the Scio Street and Public Market egress points. All pedestrian connections shall be ADA compliant.

Project Background

Rochester's Public Market has been active in its current location for over 100 years. It's greater than 300 selling stalls, both indoors and out, is open year-round on Tuesdays, Thursdays and Saturdays. Vendors offer fresh foods, ethnic delicacies and specialty items. Special events throughout the year such as the "Greatest Garage Sales Ever", "Flower City Days", "Homegrown at the Market" and the "Bands on the Bricks" concert series extend the flavor and excitement of the market to non-traditional market days.

Recognizing the importance of this Rochester institution, the City has invested several million dollars into its modernization and improvement over the past ten years. Paralleling this investment has been a substantial increase in visitors and a subsequent spike in demand for convenient parking and alternative methods to access the market.

In 2009, The City acquired and developed a parcel of land on Trinidad Street for additional parking to meet this growing demand. The resulting improvements allowed for the construction of a 200 space parking lot. The design of the Trinidad Street parking lot has enhanced the surrounding neighborhood by incorporating complimentary styles, colors, and materials. The parking lot included a new pedestrian gate and walkway into the Public Market at the North Union Street Gateway. The gateway at the NE corner of the parking lot matches the main entrance to the public market in style, color, materials and design. It is fully envisioned that this level of detail and eye for aesthetics shall continue throughout this project.

The North Union Street Underpass served to carry a single track to what was known as the Scio Street Yard. Construction for the bridge began in December, 1904 and was completed 23 months later in November, 1906. It was designed by the Western Division of the NYC & HR Railroad. The bridge was constructed to eliminate a busy and dangerous at-grade crossing on Union Street. The bridge is a three span continuous structure with two approach spans of 14 ft each and a main span length of 29 ft. The total length of the bridge is approximately 57 ft with an out to out dimension of 16' - 9

A vehicular tram owned and operated by the "*Friends of the Public Market*" was acquired in 2010, and is used to transport Public Market patrons to and from the Parking lots to the market. The tram vehicle was built by Classic American Trams as a specialty Vehicle. Contact information for this tram can be found at:

Specialty Vehicles
440 Mark Leany Drive
Henderson, Nevada 89011
Phone: 702-567-5256
Fax: 702-567-3020
Toll Free: 1-800-784-8726

The Tram was built in 1990. Its base model is listed as the “Classic American Tram”, manufactured in Downey California. The Tram holds a maximum of 43 people in two units (including the driver). The Tram is comprised of 2 separate units hooked together with a trailer hitch. The front vehicle is the drivers’ vehicle. The drive Vehicle is 22’-3” long, holds a four-cylinder rear mount engine, and has a capacity of 15 people. The secondary unit, commonly called the “executive trailer” is attaches to the drive vehicle with a standard hitch. The secondary unit is 21-9” long, and has a capacity of 28 people. The overall width of the vehicle is 6’ 6” out to out. Major consideration shall be given to the tram’s loaded capacity and turning radius. Both units hitched together have a bumper to bumper dimension of 49’-3”. The Tram is located at the Public Market and can be readily seen Monday through Friday.

The intent of this project is to improve the abandoned track bed for a multi-purpose pedestrian way connection. The primary objective of the project is to rehabilitate the bridge crossing to allow the “*Friends of the Public Market*” vehicular tram to safely cross over the bridge in lieu of using the existing street crossings at the intersection of North Union and Trinidad Street. This project intends to use the bridge for as a dual use facility (Pedestrian and Tram). Secondary objectives of the project are to improve pedestrian connections to the Public Market from Scio Street, Trinidad Street and Hebard Street, and enhance the overall aesthetics of the Public Market and surrounding neighborhood.

The construction budget, including contingencies, is \$800,000. The schedule anticipates construction of improvements starting in summer of 2011. A fast-track schedule is required for this project.

3.0 DRAFT SCOPE OF SERVICES

Coordination Meeting(s)

In conjunction with the beginning of the project, the City of Rochester will schedule a kick-off meeting. The purpose of the meeting will be to identify issues related to the various design components of the project. The Consultant shall present their approach and schedule to the City for comment.

The Consultant shall notify and meet with all utilities/agencies impacted by this project on an as-needed basis to assure full coordination throughout design and construction. Consultant shall hold regular review and progress meetings with the City and all other parties designated by the City for the duration of the project design and construction.

The Consultant shall record, prepare and distribute meeting minutes to those attending the meeting and other designated by the City. Meeting minutes shall be distributed no later than one (1) week after the meeting.

Site Reconnaissance

The Consultant shall conduct site-specific reconnaissance, in preparation for final design and construction drawings. Work shall include, at a minimum, identification and mapping of the following:

- Topographic site survey and location of all site boundaries on a cadastral map
- Ownership/grant/lease/easement status of all lands integral with the design
- Manmade structures, buildings, or facilities on or adjacent to the site
- Infrastructure and Utilities: Overhead, at grade and below ground
- Transportation/circulation systems (truck, car, bus, ferry, train, pedestrian, bicycle, etc.) that serve or are located near the site
- Adjacent land and water uses
- Historic and archeological resources; Historical character and status per the New York State Historic Preservation Office (NYSHPO) and local historical agencies
- Soil and, as appropriate, core sampling to determine site stability
- Topography and hydrology
- Natural resources, including location of mature trees
- View corridors
- Zoning and other applicable designations
- Analysis of site constraints, needs and opportunities

Existing Studies

Consultant shall become familiar and understand the following existing studies and projects as they relate to the objectives of this project:

- Rochester Public Market Revitalization Project, January 1999
- Rochester 2010, The Renaissance, Center City Master Plan, March 2003
- North Union Street Corridor – A community Vision Plan, July 2008
- Phase I Environmental Report, 2008
- Trinidad Street Parking Lot Improvements, March 2009
- Union Street Railroad Underpass Feasibility Study, March 2009

The Consultant shall review the above documents in order to assure consistency and compatibility. Project design shall be consistent with the above documents and build upon the recommendations and overall intent of these studies.

The Consultant shall review all existing and ongoing plans, studies and reports that reference this bridge crossing and/or its surrounding area. The Consultant shall discuss and understand the long term concept plans for Rochester's Public Market and the surrounding neighborhoods. The Consultant shall meet with the Director of the Public Market and if warranted, meet with the "*Friends of the Public Market*" to thoroughly understand their vision for this project.

Structural Inspection & Assessment

Consultant shall perform a 100% hands-on visual inspection of all structural elements (including primary and secondary members) of the existing bridge in accordance with NYSDOT Bridge Inspection Manual. Confirmation of primary and secondary structural element sizes and dimensions shall be field verified. Photographs of all structural components, including bearings, connections, and specific elements with deterioration and /or section loss shall be included. The Consultant shall provide additional sketches and photographs as required to outline unusual conditions or extensive deterioration/section loss.

Structural assessment shall include a summary of existing conditions, deficiencies and required repairs. A threshold of acceptable section loss shall be ascertained based on the assumption that the original design loads exceed the anticipated design loads for future use. Future design loads shall include an 85 psf pedestrian live load or H10 service vehicle or the fully loaded Tram Vehicle (whichever governs), along with a dead load estimate .

Alternatives Review, Associated Costs and Final Recommendation

The Consultant shall develop and prepare design alternatives of the various project components. The conceptual design for these project components shall be based on the site reconnaissance, structural assessment, discussions with the project advisory team, project objectives, review of existing studies, and previous schematic plans.

The Consultant shall develop alternatives and sub-options for the various project components, including cost estimates for each. The Consultant shall provide and review with the City a matrix of the proposed costs, and pros and cons of each alternative. The Consultant shall develop, and review with the City, the overall conceptual plan, including the options for the individual project components. The overall conceptual plan shall include a matrix of the proposed costs.

Individual project components that warrant alternative investigation, conceptual visualization and analysis include but are not limited to:

- Public Market Access (Gateway)
- Bridge and Approach Railing
- Fencing and Landscape Treatment along CSX property Line
- Bridge Pier Treatments
- Signage
- Scio Street Gateway
- Trinidad Street Parking Lot Connection
- Scio Street “Railroad Yard”
- Tram /Pedestrian Separation

The Consultant shall work with the City of Rochester, the public (see “Public Meetings” section below), and various stakeholders including, but not limited to, the Friends of the Public Market, Marketview Heights Neighborhood Association, and any other City designated entities to select one of the design alternatives as the basis for the final design.

Construction Requirement Analysis

The Consultant shall research, prepare, develop and submit any federal, state, local and/or CSX permits required for the approved schematic/concept design, including obtaining necessary permits and approvals. A permit review meeting with federal, state, local and CSX may be required to discuss any revisions needed to satisfy regulatory requirements.

Public Meetings

The Consultant shall work with the City to conduct a minimum of one (1) public information meetings to present the site inventory and alternatives for solicitation of public input. The Consultant shall prepare written summary of public input obtained at these meetings and submit the summary to the City for review and comment. Utilizing the input received during the public meeting, the Consultant shall work with the City to select one of the alternative schematic site plans as the basis for the preliminary design and final design.

Environmental Quality Review

The Consultant shall prepare all documents necessary to comply with the State Environmental Quality Review Act (SEQRA) through determination of significance.

The Consultant shall include in the project documents a soil management plan to protect construction worker health & safety during construction activities.

Preliminary Design Plans, Specifications and Estimate

The Consultant shall prepare preliminary design documents based on the selected design alternatives including 75% preliminary plan development, specifications and estimates. The preliminary design plans, specifications and estimate shall include all required drawings, tables, data, written discussions, and other information identified in the contract and subcontract work plans and during project scoping.

The Consultant shall be responsible for, at a minimum, the following design tasks:

- Path Corridor geometrics
- Trail and Bridge sections - subgrade, pavement, shoulders, curbing, gutters, curb park, sidewalks, requirements for right-of-way, etc.
- Utilities – Preliminary plan and details of existing and proposed, including incorporation of a City of Rochester Duct Bank.
- Layout of curb cuts, sidewalks, sidewalk ramps, access drives, and special treatments.

- Preliminary design of any temporary or long-term structural protection, fills, structural repairs, renovations, replacements or improvements, etc., for special needs of the Project, including details of railings, retaining walls, concrete median barriers, and miscellaneous items.
- Preliminary design of repairs or improvements to security, drainage, or other systems required for rehabilitation of the structure.
- Layout of landscaping, identifying size and species, and provisions for maintenance and protection of existing vegetation.

Final Design Plans, Specifications and Estimate

The Consultant shall prepare, based on comments to the preliminary design, final design documents including 100% final plans, specifications and estimates. The final design plans, specifications and estimate shall include all required drawings, tables, data, written discussions, and other information identified in the contract and subcontract work plans and during project scoping.

The Consultant shall be responsible for, at a minimum, the following design tasks:

- Pedestrian / Tram-way geometrics – widths, alignment, connections, and layout.
- Tram-way and bridge sections - subgrade, pavement, shoulders, curbing, gutters, curb, sidewalks, requirements for right-of-way, etc.
- Utilities – Final plan and details of existing and proposed.
- Layout of curb cuts, sidewalks, sidewalk ramps, access drives, and special treatments.
- Final design of any temporary or long-term structural protection, fills, structural repairs, renovations, replacements or improvements, etc., for special needs of the Project, including details of railings, fences, landscaping, retaining walls, concrete barriers, and miscellaneous items.
- Final design of repairs or improvements to security, drainage, or other systems required for rehabilitation of the structure.
- Final layout of landscaping, identification of size and species, and provisions for maintenance and protection of existing vegetation.

Permits

The Consultant shall prepare and submit all necessary permits or other approval applications and obtain the required permits or approvals. Potential permitting and approval agencies include but are not limited to:

- New York State agencies such as the Department of Environmental Conservation.
- CSX Railroad
- Agencies of the City of Rochester, including but not limited to: City permits.

Bid Process and Selection of Construction Contractor

The Consultant shall prepare and distribute a bid invitation to select a construction contractor and draft advertisements to bid to be placed in the NYS Contract Reporter and other related publications.

The City will prepare the advertisement for bids to be placed in the local newspaper of the City of Rochester.

Prior to contract letting and subsequent to P.S.& E. submission, the Consultant shall make necessary revisions and last minute changes to plans, specifications, and estimates that result from the City and other agency reviews.

The Consultant shall prepare addenda as needed during the bidding phase. Such addenda shall conform to the requirements of the City's Purchasing Agent. The Consultant shall submit up to 35 copies of the addenda to the City and designated utilities and agencies.

The Consultant is to attend and assist the City in pre-bid meetings and pre-award meetings. Minutes of these meetings will be prepared by the Consultant.

The City will hold the public bid opening (letting).

The Consultant shall analyze the bid results and prepare a letter of recommendation for award. The analysis will include:

- Verification of the low bidder.
- Bid tabulation showing bid amounts by each bidder for each item.
- Ensuring receipt of all required bid documents (non-collusive bid certification, debarment history certification, etc.)
- Breaking the low bid into fiscal shares.
- Determining whether the low bid is unbalanced.
- For pay items bid 15% less than the Engineer's Estimate or more than 25% over the Engineer's Estimate:
 - Checking accuracy of quantity calculations.
 - Determining appropriateness of price bid for work in the item.
- Determining whether the low bidder is qualified to perform the work.
- This information shall be returned to the City within five (5) working days. Submit 10 copies of the bid tabulations, share breakdown, bid analysis, and recommendation.

Construction (Resident Project Representation)

The Consultant shall furnish during the construction period, a Resident Project Representative. All Resident Project Representation work shall be performed under the supervision of a New York State licensed professional engineer of the Consultant. The qualifications of all Consultant personnel doing work under this Agreement shall be subject to the review and approval of the City.

The Consultant shall report regularly to the City on the progress and quality of the work. The Consultant shall conduct on-site observations of the general progress of the work and shall consult with the City and the contractor giving opinions, suggestions, and recommendations, based on the Consultant's observations, as to any defects or deficiencies in the contractor's work.

The Consultant shall perform technical inspection as directed by the supervising engineer in general furtherance of the duties set forth below.

The specific duties of the Resident Project Representative shall include, but not be limited to, the following:

1. Record Assembly
 - a. A list of the Contractor's suppliers and subcontractors.
 - b. A record of field samples and field samples
 - c. A complete set of contract documents with all revisions and agenda.
 - d. Shop drawing and submittal logs and a complete set of approved shop drawings.
 - e. A complete set of all correspondence and written records regarding the project.
 - f. Copies of all guarantees, certifications and operation manuals for the project.
 - g. A copy of all project schedules of all contractors as amended.
 - h. A filed and labeled set of preconstruction and construction photographs.
2. Observation
 - a. On-site observations of the work in progress.
 - b. Attend and chair pre-construction conferences and job meetings.
 - c. Consult with the City prior to and observe all on-site tests.
 - d. Observe such off-site operations as directed by the City.
 - e. Observe that all permits and licenses which are necessary have been obtained.
 - f. Conduct a final inspection of the project
3. Liaison
 - a. Transmit to the contractor the Designer's interpretation of the contract.
 - b. Transmit all modifications to drawings for creation of a set of as-built drawings.
 - c. Coordinate and monitor all material testing
 - d. Coordinate work with construction that is occurring on other adjacent projects
 - e. Receive from the Contractor weekly certified payroll records.

4. Construction Review

- a. Construction schedules from each contractor.
- b. Payment requisitions from each contractor for each fiscal share of the project.
- c. Requests of the Contractor for interpretation of the Contract Documents.
- d. Claims by each contractor.
- e. Contractor requests regarding proposed changes to the contract documents.
- f. Change orders including recommendations
- g. Construction schedules and proposed work locations of any contractor.

5. Record Creation

The Consultant shall create and maintain the project records. Upon completion of the project the Consultant shall deliver a bound, categorized set of these records which shall include the following:

- a. A list of all required permits, licenses, reviews and approvals
- b. A daily diary or log book
- c. Weekly and monthly reports
- d. Monthly progress payments (and final payment
- e. Change Orders as required on forms approved by the City.
- f. All modifications to construction schedules for the project.
- g. Minutes of all meetings.
- h. A final punch list of all items which remain incomplete
- i. A guarantee punch list
- j. Marked up prints, drawings and other data indicating all modifications
- k. Labeled pre-construction and construction photographs.
- l. Project unit quantities apportioned by final share
- m. Water service and sewer lateral tap cards
- n. All permits of any contractor doing work within the Project limits

Project Completion

Following satisfaction of punch list items, the Consultant shall submit a statement that the work has been completed in accordance with the contract and subcontract(s), the final design and construction specifications, and all permit requirements. The completion statement must be prepared and/or certified by a licensed professional engineer, architect or landscape architect. Unless otherwise specified during project scoping, the Consultant shall submit three sets of As-Built Plans, certified by a licensed professional engineer, architect or landscape architect as applicable.

Union Street RR Bridge

“Rails to Trails” Conversion Project

Project Schedule

• Issue RFP	November 8, 2010
• Proposals Due	November 23, 2010
• Rating Process & Recommendation	December 10, 2010
• Agreement/Scope/Fees	December, 2010
• Council Action	January 18, 2011
• Route Agreement	Jan 18 – Feb 11, 2011
• Site Reconnaissance & Survey	January 2011 – Feb 2011
• Finalize Alternatives	March 2011
• Host Public and FOPM Meetings	March 2011
• Preliminary Design of Selected Alternative	March 2011- April 2011
• Final Design & Construction Documents	April 2011 – May 2011
• PS&E	May 27, 2011
• Advertise	June 6, 2011
• Open Bids	June 27, 2011
• Award and Construction Phase	August 8, 2011
• Open Bridge	November 11, 2011

4.0 PROPOSAL REQUIREMENTS

Technical Proposal

Proposals must be succinct and all pages must be numbered. ***In no case shall requirements #1 through #5 (below) exceed 25 pages.*** Boilerplate and glossy promotional materials are discouraged; any such materials deemed necessary should be included as a separate appendix and may or may not be considered as part of the evaluation.

The Technical Proposal (with Transmittal letter) shall address the following at a minimum:

1. **Firm Identification & Qualifications:** A description of the firm, including the number of employees and their disciplines, their philosophy on serving clients, location, and number of years the firm has been in business of conducting the described services.
2. **Relevant Firm Experience** for this type of work to include (but not limited to):
 - a. Firm experience in inspecting and designing steel bridge rehabilitation projects.
 - b. Firm experience in planning and design services for multi-use trails.
 - c. Firm experience related to “Rails-to-Trails” projects.
 - d. Firm Experience related to small scale “Tram” operations
3. **Sub-Consultant(s):** Qualifications and relevant experience of sub-consultants.
4. **Recent Clients** of this type of work: The proposal must include a list of three (3) most recent clients for whom the consultant has provided services *relevant* to those required herein. The list should include name, address, and phone number of the client contact person. Identify when work was performed and the type of work services performed.
5. **Relevant Projects:** A list of *relevant* projects the firm has completed with the name, address, telephone number and email address of a contact person knowledgeable of the consultant’s performance to check references.
6. **Project Understanding:** A demonstration that the Consultant understands the proposed project and its various tasks must be included as part of the Proposal.
7. **Technical Approach, Scope of Work, and Schedule:** Provide a detailed description of the consultant's proposed technical approach and scope of services for the completion of the tasks identified in this RFP. The consultant may propose alternate tasks that will meet the project objectives. A preliminary schedule for completing the tasks outlined in the RFP along with key study tasks should be included.
8. **Team Organization:** Makeup of the project team, including sub-consultants, with an organizational chart. Include a description of how the project will be organized, identification of the **key** project team members by name, field of expertise, specific responsibilities on the project and the ***estimated number of hours*** they will work on the project.
9. Other factors that would be helpful to the Selection Committee in evaluating the consultant for this project.

Basic Services Fee

Provide direct technical and professional personnel hour subtotals for each of the following tasks as identified in the draft scope of services:

Design Phase

- Structural Inspection and Evaluation
- Site Reconnaissance
- Construction Requirement Analysis
- Environmental Quality Review
- Preliminary Design and Estimates
- Final Design and Estimates
- Permits, Coordination and Administration
- Bid Process and Selection of Construction Contractor

Construction Phase

- Construction (Resident Project Representation)

The task subtotals shall be totaled to provide a not-to-exceed fee.

The not-to-exceed fee shall be presented on a “cost times multiplier” basis, indicating the multiplier. The consultant shall supply a 2011-2012 salary rate structure and the proposed multiplier.

It is the City’s intent to authorize the design phase to the most qualified firm and amend the professional service agreement at a later date for construction phase services. Consultant proposals shall break out the Construction (Resident Project Representation) phase as a separate fee. The proposal shall include two fee summaries:

- Design Phase
- Construction (Resident Project Representation)

Direct Reimbursable Expenses

The direct expenses only with no markup allowed shall be identified in the not-to-exceed fee for the following expenses:

- Reproduction of drawings, photographs, and printing
- Sub-consultants
- Laboratory tests
- Rental equipment (if required)

5.0 CITY PROVISIONS

Living Wage Requirements

Rochester City Council adopted the Rochester Living Wage Ordinance (8A-18), effective July 1, 2001, which requires covered employers who are awarded City service contracts of \$50,000 or more to pay a Living Wage, as defined in the Ordinance, to their employees who perform work under the contract. As set forth in 8A-18D (1) of the Ordinance, if the total amount of the proposal is \$50,000 or more during the period of one year, a written commitment to pay all covered employees a Living Wage and a list of the job titles and wages levels of all covered employees in each of the years for which this agreement is sought shall be submitted with the proposal. A copy of the ordinance can be found through the web link at: <http://www.cityofrochester.gov/index.cfm?id=571>

Local Preference

Pursuant to City Council Resolution No. 91-25, the City shall, when awarding professional services agreements, give preference to organizations located within the City of Rochester or Monroe County. The use of local individuals or companies as subcontractors is also encouraged.

Affirmative Action

City Council Ordinance No. 94-213 establishes M/WBE utilization goals for City architectural and engineering professional service agreements. The M/WBE utilization goal for this contract is 2.1% for African-American, 0.6% for Hispanic, and 3.5% for Woman Business Enterprises of the total dollar amount of the Professional Services fees. During the course of completing work under this agreement, the consultant will attempt to achieve these goals through use of M/WBE's.

The City of Rochester has a policy of Affirmative Action regarding consultants who perform professional services for public works projects. You are encouraged to employ sub-consultants who are Minority or Woman-owned Business Enterprises to the greatest extent possible.